

This will bring up the details of how much VAT you owe or are owed from HMRC. The value is shown in **box 5**. This figure is calculated by subtracting **box 4** from **box 3**. The **Check** column shows the average amount of VAT paid for all of the sales or purchases in this time period.

PlusONE	Date to	29 Mar 2011	<input checked="" type="checkbox"/> Show detail	VAT number	222 4444 77	<input type="button" value="Summary reports"/>
		<input type="button" value="Generate Return"/>				
Flag transactions to VAT period 2011/03/29		<input type="button" value="Save Return"/>	Previous	<input type="button" value="Intrastat"/>		
		<input type="button" value="Reset period"/>				
Value Added Tax Return						
		Box	Value	Check		
VAT due in this period on sales an other outputs (and VAT on Reverse charges)		1	-341.33			
VAT due in this period on acquisitions from other EC Member States		2	0.00			
Total VAT due (the sum of boxes 1 and 2)		3	-341.33			
VAT reclaimed in this period on purchases and other inputs (including acquisitions from EC) and VAT on reverse charges		4	44.24			
Net VAT to be paid to Customs or reclaimed by you (Difference between boxes 3 and 4)		5	-385.57			
Total value of sales and all other outputs excluding any VAT (including box 8)		6	-1,706.67	20.00%		
Total value of purchases and all other inputs excluding any VAT (including box 9)		7	902.33	4.90%		
Total value of all supplies excluding VAT to EC member states		8	0.00			
Total value of all acquisitions excluding VAT from EC member states		9	0.00			
Reverse charge entries (This is a memo only - it does not go on return)		10	0.00			

Pressing **Show detail** will bring up a breakdown of the VAT by nominal code, as well as any items deleted from previous periods. Clicking on an individual VAT code will bring a breakdown of its transactions.

PlusONE	Date to	29 Mar 2011	<input checked="" type="checkbox"/> Hide detail	VAT number	222 4444 77	<input type="button" value="Summary reports"/>	
		<input type="button" value="Generate Return"/>					
		<input type="button" value="Hide detail"/>					
VAT code	Description	Box	VAT	Box	Net	CurrNet	CurrVAT
10	Purchase Input - Zero	4	0.00	7	-20.00	-20.00	0.00
11	Purchase Input - Std	4	65.00	7	326.67	329.00	63.33
12	Purchase Input - 5% Fuel Rate	4	50.00	7	1,000.00	1,000.00	50.00
17	Old VAT rate	4	-70.76	7	-404.34	-350.00	-61.25
NA	Not Applicable	0	0.00	0	-1,363.85	-739.00	-541.00
01	Sales Output - Std	1	-6.67	6	-33.33	-33.33	-6.67
<small>Items deleted from previous period(s) (if re-entered will appear in current nominal entries)</small>							
VAT Code	Description	Box	VAT	Box	Net		
01	Sales Output - Std	1	-348.00	6	-1,740.00		

When you are happy with the figures, press **Save return**. Please note, until you save the VAT return it won't be finalised.

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		<input type="button" value="Generate Return"/>			<input type="button" value="Summary reports"/>
Flag transactions to VAT period 2011/03/29		<input type="button" value="Save Return"/>	Previous	<input type="button" value="Intrastat"/>	
		<input type="button" value="Reset period"/>			

To view previous VAT returns, press the **Previous** drop down box and select the date of the VAT return you wish to view.

PlusONE	Date to	29 Mar 2011	<input checked="" type="checkbox"/> Show detail	VAT number	222 4444 77
		<input type="button" value="Generate Return"/>			<input type="button" value="Summary reports"/>
Flag transactions to VAT period 2011/03/29		<input type="button" value="Save Return"/>	Previous	<input type="button" value="Intrastat"/>	
		<input type="button" value="Reset period"/>			
			<input type="button" value="Previous"/>		
			2011/03/25	Value Added Tax Return	
			2010/12/31		
			2010/10/14		